

TRANSPORTATION ENHANCEMENT PROJECT

LOCAL Project Task List & Status

Certification Acceptance or Self-Administration Project

Project Name: _____

TRACS NO. _____ Project No. _____

Activity ID		Dur	Start Date	Finish Date
	Project Scoping (Preliminary Design)			
	Project Put Into Local TIP and STIP			
	TRACS & Project Number Established			
	Request received for Local Self-administration			
	Self-administration request forwarded to DE and FHWA for approval			
	Local Self-administration request receives DE and FHWA concurrence			
	Scoping (Preliminary Design) Started			
	Project Scoping Kick-Off Meeting			
	Mapping / Survey Completed			
	Draft Scoping Document Received			
	Deposit Funds Into Preliminary Engineering Account			
	Draft Scoping Document Sent Out for ADOT Review			
	Draft Scoping Document Returned with Comments			
	Final Scoping Document Received			
	Final Scoping Document Sent Out for ADOT Review			
	Final Scoping Document Returned with Comments			
	Scoping (Preliminary Design) Completed			
	IGA Process Initiated (Self-administration Projects)			
	Environmental Determination Started			
	30% Design			
	Local Given Notice To Proceed for Design			
	30% Design Start			
	Funding Request for Design Sent to FHWA (ADOT)			
	Local Agency Kick-off Meeting for Design			
	Environmental Approval Obtained			
	Local Agency Completes 30% Design			
	Acquisition of ROW Obtained			
	60% Design			
	60% PS&E's, Reports, Calc's Received (Self-administration Projects)			
	60% documents sent out to ADOT staff for review (Self-admin. Projects)			
	60% documents returned with comments (Self-administration Projects)			
	IGA Process Completed (Self-administration Projects)			
	60% Submittal Completed (Self-administration Projects)			
	95% (Pre-final) and 100% (Final) Design			
	Utility & ROW Clearances Obtained by Local Agency			
	Local Agency Completes Pre-final Design			
	Pre-final Constr Documents, Utility and R/W Clearance Documents Rec'd			
	Funding Request for Construction to FHWA (ADOT)			
	Funding Authorization Received			
	Local Agency Finalizes Bid Package			
	Project Advertisement, Bidding, Award by Local Agency			
	Local Agency Validates DBE Percentage Goal			
	Final Inspection for Acceptance			
	Inform of Project Closeout			
	Reconcile Project Sponsor Account			